

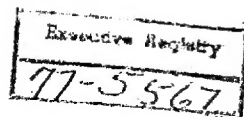


EXECUTIVE OFFICE OF THE PRESIDENT

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WASHINGTON, D.C. 20503

August 3, 1977



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TO THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: President's Second Annual Report on the Privacy Act of 1974

Enclosed for your information is a copy of the President's Second Annual Report to Congress on the Privacy Act of 1974. This report summarizes agency experiences in operating their programs under the provisions of the Act during 1976 and should serve as a useful guide to both the executive and legislative branches in considering any future privacy legislation. I appreciate the support provided by your agency which enabled us to compile this report.

I would like to draw your attention to the President's commitment to reduce unnecessary intrusion by the Federal Government into the private lives of Americans. While some progress has been made toward reducing the amount of personal information maintained by agencies, more needs to be done. I am asking each of you to assign a high priority to reducing the number of record systems maintained by your agency, the number of individuals on whom records are maintained and the amount of information maintained on those individuals. Agencies which have not as yet established reduction programs in response to my memorandum of March 7, 1977 should do so immediately and provide OMB with a copy of their goals and timetables. Hopefully, the President's next report to the Congress will indicate that significant progress has been made toward the goal of reducing personal recordkeeping. Your personal attention to this matter is appreciated.

Bert Lance
Director

Enclosure

EXECUTIVE REGISTRY FILE

gmb

ROUTING SLIP

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TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	D/DCI/IC				
4	DDS&T				
5	DDI				
6	DDA				
7	DDO				
8	D/DCI/NI				
9	GC				
10	LC				
11	IG				
12	Compt	✓			
13	D/Pers				
14	D/S				
15	DTR				
16	Asst/DCI				
17	AO/DCI				
18	C/IPS				
19	DCI/SS				
20	D/EE0				
21					
22					
SUSPENSE		Date			

Remarks:

Executive Secretary

Date